



Alight, South Sudan Program

Plot 709 3K-South, Behind Phenicia Supermarket, Off Ministries Road Kololo,
Juba, South Sudan

Email: alightsouthsudan@wearealight.org

www.wearealight.org

December 21, 2023

VACANCY ANNOUNCEMENT

POSITION TITLE: Protection Assistant (1 female staff only)
NUMBER OF POSITION: One (1)
DUTY STATION: Morobo County CES - Republic of South Sudan
REPORTS TO: Protection Officer
STATUS: Local position - Full Time
CLOSING DATE: January 16, 2024
START DATE: Pending donor approval.



Who We Are

The ALIGHT in South Sudan is a non-profit, non-sectarian, international humanitarian organization duly registered in South Sudan providing Protection services, WASH, Health/Nutrition skill transfer, income generating projects and other related services to those affected by war or conflict and to displaced communities. ALIGHT does respond to natural disasters when it has a presence and capacity in the region of the occurrence. ALIGHT provides assistance to more than one million refugees, displaced persons, returnees, and host communities where possible. Internationally, most of the ALIGHT beneficiaries are women and children in Europe, Africa, and Southeast Asia.

ALIGHT receives support from individuals, corporations and foundations, and grants from the US government and United Nations agencies. ALIGHT was organized in 1978 by Neal Ball to provide resettlement assistance for Indochinese refugees. With changing world events, ALIGHT'S mission evolved to focus on emergency response, health care and training assistance for some of the neediest people in the world. ALIGHT believes that lasting solutions to the world's refugee problems require the direct participation of the local populations in the country affected by crises. ALIGHT links emergency health care assistance with self-help training, enabling refugees to become more self-reliant so they may educate others. Training in basic primary health care helps curb the tremendous number of deaths due to unclean water, poor sanitation, and preventable diseases for which immunizations or other preventive methods exist. ALIGHT'S methodology is to work on both sides of a border or situation as early as possible to help rehabilitate the community of return and link the level of care and services to those which can be taught/learned/practiced in the home communities. ALIGHT services displaced persons





for the long term and helps them voluntarily return home with ALIGHT programs that link into longer-term development/sustainable projects. 1.3 ALIGHT'S Vision Every person who participates in an ALIGHT supported program will have a better chance to take control of their life and achieve self-sufficiency.

COUNTRY PROGRAM OVERVIEW

The overall objective of the Alight South Sudan Program is to assist the South Sudanese to respond and react to community needs. To achieve this objective, Alight implements a multi-sectoral program that includes Water and Sanitation, Nutrition, Gender based violence prevention and response, Shelter and CCCM activities. Alight's is expanding its outreach mechanisms and introducing innovative new initiatives. Alight currently has program activities in Aweil West, Ulang, Morobo and Kajo-Keji Counties.

PRIMARY PURPOSE OF THE POSITION

Under the supervision of the Protection Officer, she will gather and compile protection monitoring, author situational reports and support monitoring of population movement tracking process through the border monitors. The post holder will support the protection officer to supervise efficient and effective delivery of day-to-day protection activities at field level including implementation and monitoring PSN identification, verification and NFI distributions. She will strive to uphold protection quality standards, best practices and compliance to humanitarian, Alight and donor standards at all times and to inform the community and local authorities of appropriate measures to ensure human centred approach. The Protection Assistant will ensure established project deliverables are achieved through risk identification and mitigation activities, training and supervisions of the protection monitors and Community Outreach Volunteers (COVs) to increase access to information, services, and protection monitoring.

Major Areas of Responsibilities:

The Protection Assistant is a local position and candidate is desired to come from Morobo County responsible for overseeing the following.

- Conduct protection monitoring: collect high quality information through direct observation, focus group and community discussions, and key informant interviews in accordance with UNHCR's guidelines and SOPs.
- Support the identification of persons with specific needs, and analysis of protection issues and trends.



- Identify and respond appropriately to beneficiaries with protection needs including through referrals, GBV case management, and emergency cash assistance.
- Provide comprehensive case management services in accordance with GBV Sub-Cluster guidelines and SOPs.
- Mentor the Protection Monitors to gather and disseminate information to and from the community effectively and accurately.
- Conduct monthly protection monitoring systems (PMS) and report on the findings to the central server through Kobo collects.
- Maintain and update electronic databases and records for each client and keep.
- Create weekly and monthly work plans for Protection units to schedule the team's program activities with the support of the county coordinator and Protection Specialist,
- Liaise and build partnerships with local authorities, activists, chiefs, and other relevant actors detailed notes of all casework activities.
- Conduct and facilitate regular community engagement and dialogue through focus group discussions and key informant interviews as required.
- Ensure proper handling of Core relief items and ensuring it reaches the targeted beneficiaries.
- Support the development of a referral service mapping. Collect information on access to services and provide regular updates on changes to services available.
- Represent Alight at relevant meeting on the request of the Protection Officer.
- Complete all protection trainings assigned by the Protection Officer, or Protection Specialist.
- Undertake any other duties as may be assigned.
- Contribute to full implementation of the project and achievement of its deliverables.
- Supervision and management of protection volunteers as well as guiding and overseeing their work and activities progress as agreed and in line with applicable standards.
- Planning of the daily and weekly activities to be conducted as planned in community information centers.
- Carry out the data collection daily related to protection monitoring in selected areas and ensure that the data management system is maintained properly.
- Conduct house to house visits, disseminating key messages on protection.
- Conduct routine focus groups discussions, key informant interview with the communities and community leaders and adhere to the principles of confidentiality and do no harm principles during such activities.
- Ensure beneficiary data correctly collected and reported to the Officer for compilation.
- Conduct awareness raising on protection and human rights to different groups in the community.
- In collaboration with community leaders and other agencies, establishes protection Network to strengthen the community's self-protection capacities.





- Assist with preparing all the relevant weekly and monthly reports for protection activities at community information centers.
- Compile and submit protection monitoring reports and contribute to the monthly protection reports.
- Identify people with specific concerns for service delivery.
- Fulfill any other duties and responsibilities as assigned by the supervisor.

QUALIFICATION: EDUCATION, TECHNICAL SKILLS & KNOWLEDGE REQUIRED

Diploma and minimum of certificate in a relevant field including law, social work, or social sciences from an accredited academic university or institute.

Equal opportunities

Alight does not discriminate because of ethnic background, colour, age, disability, marital status, religion, and gender. All interested persons who meet the criteria are encouraged to apply.

General terms and conditions.

The job description stated above only serves as a guide for the position available. Alight reserves the right to change or amend this document when it deems necessary.

Experience, skills, and competency

- Minimum Three years of relevant professional experience, preferably within protection role.
- Experience in providing direct assistance to beneficiaries.
- Experience in conducting GBV case management.
- Experience working with governmental, non-governmental institutions and UN agencies preferred.
- Demonstrated ability to maintain confidentiality, respect, non-discrimination, and safety of clients at all times.
- Good written and oral communication skills, effective in representation and liaison with external parties (required).
- Ability to organize work, work independently and prioritize work under pressure, coordinate multiple tasks and maintain attention to detail (required).
- Good interpersonal and problem-solving skills.
- Computer literacy (Microsoft Word and Excel).
- Willing to collaborate with and support people from different ethnic groups and different religions.



- Demonstrated interest in humanitarian work and supporting people effected by conflict.

Languages:

- Fluency in English and Arabic is required.

Behavioural Competencies

- Work prioritization and ability to multitask.
- Shares knowledge and experience.
- Ability to work and act under pressure with discretion in politically sensitive environment with a minimum of comfort.
- Responds positively to critical feedback and differing points of view.
- Ready to work independently, under tight deadlines.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Ability to work in a multi-cultural team environment with a positive attitude.
- Creates a respectful office environment free of harassment, retaliation, and promotes the prevention of sexual exploitation and abuse (PSEA).

HOW TO APPLY

Qualified and interested candidates should submit their applications which includes the cover letter, together with an updated CV with at least three professional referees identity card (national ID) in a sealed envelope with the position you are applying for indicated on the top left corner of the envelope addressed to Human Resources Department: Alight South Sudan Program-Juba Office located in Plot No. 7093k-South, Behind Phenicia Supermarket, off Ministry Road, Kololo-Juba, South Sudan with the job tile on the subject line of the application.

Applications can also be submitted through the following email address; recruitmentss@WEAREALIGHT.ORG

Please note that Alight retains all applications, and the files will not be returned to the applicants at the end of the recruitment process. Due to the urgency of the position, applications will be reviewed on a regular basis. Only shortlisted candidates will be contacted for an interview. Both Male and Female candidates are highly encouraged to apply.





“Please note that ALIGHT believes strongly in the human dignity of our customers (beneficiaries) and any other individual human person. Therefore, ALIGHT strongly condemns prohibits any behavior on the part of an ALIGHT employee, Board member, volunteer, consultant or which constitutes any form of sexual misconduct, including sexual harassment, sexual exploitation, and sexual violence towards any other staff member, client, patient, beneficiary (refugee and/or IDP), or other individual participating in an ALIGHT program or activity”.

ALIGHT is an Equal Opportunity Employer offering employment without regard to race, color, religion, gender, sexual orientation, gender identity, age, national origin, citizenship, physical or mental disability, or protected veteran status. ALIGHT complies with all applicable laws governing nondiscrimination in employment.

The deadline for receiving applications is January 16, 2023, at 4:30 pm Juba local time.

